

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120157-1

REPORTS INVENTORY

DDS/OL/SD-99

XXXXXXXXXX

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.)

Monetary Value of Property In Use

2. TYPE
OF
REPORT
☒ STATISTICAL
☐ NARRATIVE
☐ MACHINE-NAME LISTING

3. FUNCTIONAL AREA

<input type="checkbox"/>	PERSONNEL	<input type="checkbox"/>	TRAINING
<input checked="" type="checkbox"/>	LOGISTICS	<input type="checkbox"/>	SECURITY
<input type="checkbox"/>	MEDICAL	<input type="checkbox"/>	FINANCE

ADMIN. GENERAL
OTHER (specify)

4. NO. OF COPIES PREPARED

2

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Monthly

6. DISTRIBUTION (No. of components not number of copies)

2

7. FORMAT (memorandum, form computer print-out, etc)

8. ADP PROCESSING

☒ YES
☐ NO
IF YES GIVE ADP PROCESSING NO.
308

Computer Print-Out

9. DIRECTIVE AUTHORITY REQUIRING REPORT

D/L for updating statistical charts

10. PREPARING COMPONENT (include lowest level contributing information to report)

OCS, OL/SD/FSB, OL/B&F

11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-12	6.82		.1		.68		12		8.16

B. COSTS OF COMPUTER PRODUCED REPORTS

	1		.03		.03		12		.36
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TOTAL COSTS PER YEAR

8.52

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

Used for updating statistical charts of Agency materiel assets.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

ESTIMATED SAVINGS

☒ RETAIN AS IS
☐ CHANGE
☐ DISCONTINUE
☐ OTHER (explain)

MAN-HOURS

DOLLARS

STAT

16. DATE OF INVENTORY

5 Oct 1970

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

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FORM 9-70

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(22-36-43)